

Contract-Based Programs

Section 32(c) Checklist for Programs

Applies to Contract-based programs that:

- Contractor is an addiction treatment services provider, and
- Contractor operates the court program and provides treatment at an additional cost.

Program Actions:

Pursuant to Section 32(c), the program director of a contract-based court alcohol and drug program that provides treatment to any of its court-ordered clients shall do the following:

- ☐ For each court-ordered client who is referred to treatment, provide a list of acceptable treatment providers located within the county and surrounding counties. *(See sample form "Referral Agencies" for implementation suggestions.)*
- ☐ Give the client a reasonable period of time of at least seventy-two (72) hours to consider which treatment provider to select before requiring the client to report the client's choice back to the program. *(If the client chooses to select an agency before the allotted time, document that it was client's decision in progress notes.)*
- ☐ Assure the client in writing that in monitoring the client's compliance the client will gain no favor by selecting the agency with the court contract and the client will not lose favor by selecting another agency. *(See sample form "Referral Agencies" for implementation suggestions.)*
- ☐ Permit a court ordered client to propose a treatment provider not represented on the list provided the client proposed provider meets the minimum standards required by the Indiana Judicial Center and the Division of Mental Health and Addictions, and is able to provide the required treatment. *(See sample form "Referral Agencies" for implementation suggestions.)*
- ☐ Report every six (6) months to the supervising judge how many clients were referred to the program, and of those referred to the program how many were referred to treatment, and how many were ultimately referred to each different treatment provider on the list, including how many resulted in self referrals for the program and how much revenue was generated by those self referrals. *(See sample form "Referral Report for Contract-based Program" for implementation suggestions)*
- ☐ File a disclosure in compliance with IC 35-44-1-3(d). *(See sample disclosure statement for implementation suggestions.)*